

# MINISTRY OF INFORMATION TECHNOLOGY

Request for Proposal (RFP)

For

Supply of Hardware

**“(National Artificial Intelligence (AI) Advancement Initiative (NAAI))”**

Government of Pakistan

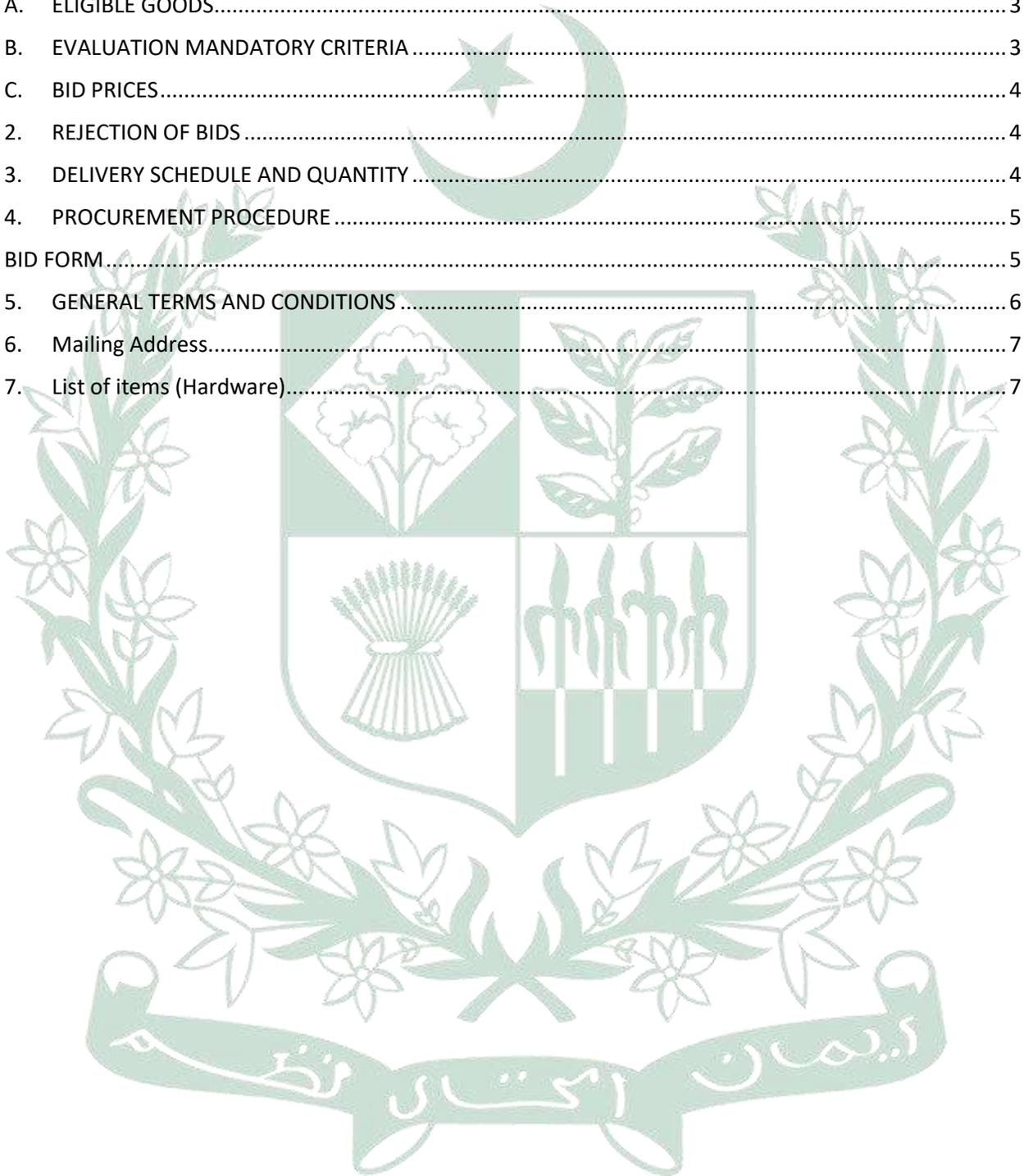
Ministry of Information Technology & Telecommunication

[www.moitt.gov.pk](http://www.moitt.gov.pk)

September, 2025

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# MINISTRY OF INFORMATION TECHNOLOGY & TELECOMMUNICATION, AN INTRODUCTION

The Ministry of Information Technology and Telecommunication (MoITT), Government of Pakistan, is the apex body responsible for policy formulation, regulation, and development of the IT and telecom sectors in the country. The Ministry is committed to leveraging technology to promote economic growth, enhance public service delivery, and improve the overall quality of life of citizens.

In pursuit of these objectives, MoITT is undertaking initiatives to strengthen its digital infrastructure and operational capacity. As part of this effort, the Ministry intends to procure state-of-the-art hardware to support its ongoing and future projects.

This Request for Proposal (RFP) is therefore being issued to invite qualified vendors/suppliers to submit their proposals for the supply, installation, and maintenance of the required hardware in accordance with the specifications outlined in this document.

## 1. INSTRUCTION FOR BIDDERS

The bidders shall supply and deliver the below listed items of “Hardware” for the financial year 2025-2026 to Ministry of IT & Telecom after the signing of Purchase Order as per the specifications.

### A. ELIGIBLE GOODS

The quoted items must be genuine, brand new & as per specifications. The quoted products must also have their origin in eligible source countries.

### B. EVALUATION MANDATORY CRITERIA

Bids shall comprise the following documents.

1. Vendors must quote rate of single item or all the items with required earnest money pay order/ demand draft) as per format giving in bidding document in Pak rupees with required earnest money pay order/ demand draft of Rs. 292,000/- of bid value in favor of Ministry of IT & Telecom. The pricing should be quoted as per format giving in bidding document.
2. Price should be quoted with required earnest money pay order/ demand draft on company letter head.
3. Bidder company profile, including physical presence of offices in Pakistan
4. Attach the valid sales tax and income tax registration certificate from FBR.
5. Valid Active Taxpayer List from FBR. Proof document attached.
6. Undertaking on stamp paper of Rs. 100/- that the company has never been blacklisted by any provisional or federal government department, agency, organization, or autonomous body anywhere in Pakistan.

### (Eligibility Response Check List)

| Eligibility Check List |  |  |  |    |
|------------------------|--|--|--|----|
| Sr. #                  | Eligibility Criteria Details   | Evidence / Proof Required  | Attached supporting Documents / Proofs |    |
|                        |  |  | Yes                                    | No |
| 1                      | Bidder company profile, including physical presence of offices in Pakistan   | Evidence such as NTN/SECP registration showing office location.  |  |    |
| 2                      | Items should be quoted with required earnest money pay order/ demand draft in favor of Ministry of IT & Telecom. The pricing should be quoted as per format giving in bidding document.                | The bidders must submit the bid security of <b>Rs. 292,000-</b> against the total bid value in the shape of demand draft/ pay order from the schedule bank in the favor of Ministry of IT & Telecom. |  |    |
| 3                      | Attach the valid sales tax and income tax registration certificate from FBR.   | Registration certificates  |  |    |
| 4                      | Valid Active Taxpayer List from FBR. Proof document attached   | (2024-25 tax returns copy required)  |  |    |
| 5                      | Undertaking on stamp paper of Rs. 100/- that the company has never been blacklisted by any provisional or federal government department, agency, organization, or autonomous body anywhere in Pakistan | Undertaking on a Stamp Paper of Rs.100/-   |  |    |

Note: Bidders unable to fulfill the above-mentioned mandatory criteria and failure to provide the supporting documents shall be treated as disqualified and will not be considered for further evaluation. Non-responsive and incomplete bids shall be returned instantly and bids will be rejected straight away of the respective bidders, the bidder with the lowest evaluated price bids to meet the technical specification of the required product/products will be declared as most advantageous bid.

### C. BID PRICES

The prices must be quoted in Pakistan Rupees (PKR); the quoted prices should include all applicable taxes & all applicable taxes will be calculated as per government law.

### 2. REJECTION OF BIDS

Ministry of IT & Telecom reserve the rights to accept or reject the bids at any time of the bidding procedure under the Public Procurement Regulatory Authority (PPRA) rules.

### 3. DELIVERY SCHEDULE AND QUANTITY

The delivery schedule expressed as days; weeks/months stipulates hereafter a delivery date which is the date of delivery at MoITT premises Islamabad as per below required quantities (List of Items at Sr. No.7).

#### 4. PROCUREMENT PROCEDURE

Ministry of IT & Telecom shall use Single Stage Two Envelop procedure will be followed under the Public Procurement Regulatory Authority (PPRA).

##### BID FORM

(On Letter Head of Company)

|                                     |                   |                   |                  |
|-------------------------------------|-------------------|-------------------|------------------|
| Name of the Bidder                  |                   |                   |                  |
| Status                              | Manufacturer      | Authorized Dealer | General Trader   |
| Address of the office               |                   |                   |                  |
| Year of Establishment               |                   |                   |                  |
| Experience                          | More than 5 years | More than 3 years | More than 1 year |
| Registration No. of Registrar Firms |                   |                   |                  |
| Registration Date                   |                   |                   |                  |
| NTN No.                             |                   |                   |                  |
| FBR Registration Date               |                   |                   |                  |
| AGPR Vendor No.                     |                   |                   |                  |
| Bank Account No.                    |                   |                   |                  |
| Bank Name and Branch                |                   |                   |                  |
| Name of Proprietors with CNIC       |                   |                   |                  |
| Bid Security (Yes/ No)              |                   |                   |                  |

(Name, Signature, Stamp, and Date)

## 5. GENERAL TERMS AND CONDITIONS

- a) Firm will be bound to supply/deliver the equipment/goods to MoITT office using its own transport on the said date within working hours.
- b) Only one rate shall be allowed for each item/product/assets/hardware/equipment. Multiple rates in the bids for one item shall not be admissible.
- c) The Financial Proposal/bid shall not have any over writings or cutting.
- d) It will be the discretion of the management to award the contract to the firm/company in respect of each of the item, items or award the contract to a single firm/company for all the item/items.
- e) The Bid Validity period shall be 90 days.
- f) The successful firm(s) will have to provide performance bond in shape of Pay-order/Bank Guarantee equal to 10% of the contract value against the items after receiving the Purchase Order.
- g) The earnest money of unsuccessful bidders will be refunded after completion of all the procedural requirements.
- h) In case the Bidder intends to withdraw its Proposal / Bid before opening of the Bids, the Bidder can do so through written application addressed to MoITT, MoITT shall allow the withdrawal of Bid without any consequences to the Bidder. However, after the due date and within the Bid Validity period, if the Bidder intends to withdraw from the procurement process the bid security shall stand forfeited in favor of MoITT.
  - i) Substandard, refurbished and none compliant item(s) will be rejected by the MoITT at any stage after or during the supply.
  - j) Any quoted bid received after the closing time for submission of bids shall not be entertained.
  - k) Supply should be made in proper packing.
  - l) Single stage two envelope procedure will be followed.
  - m) Unit price will be taken up to 2 decimal points. The total cost will be round-off. No advance payment will be made.
  - n) If the delivered goods/ equipment's are not according to the required quality, standards / specifications, the same shall be liable to be rejected after inspection. The vendor would be required to replace the same as per specifications mentioned in BoQ, otherwise the purchase order will be cancelled.
- o) Lowest financial bid conforming all technical specifications (100% compliance to the technical specifications) will be considered for the awarding of purchase order/ Contract (Technical Marks = 80 & Financial Marks = 20).
- p) The MoITT reserve the right to increase or decrease the quantities of listed items.
- q) Bidder can quote in one or more item/items and purchase orders will be given to the lowest bidder accordingly conforming technical specifications.
- r) Bids should be submitted electronically ONLY through EPADS (PPRA). For registration and training on EPADS or in case of any technical difficulty in using EPADS, prospective bidders may contact PPRA Team, Director MIS Room No.109, 1st Floor, FBC building Sector G-5/2, Islamabad. Contact Number 051-111-137-237.
- s) The bids, prepared in accordance with the instructions in the bidding documents along with bid security instrument (Copy) & Proof of Eligibility documents as specified in bid documents in favor of the undersigned must be submitted through EPADS by 06<sup>th</sup> October, 2025 at 11:30 am, and will be opened `on the same day at 12:00 pm at below in the presence of bidder or bidder's authorized person who desire to attend bid opening session. Pre-bid meeting for any query will be held on 29<sup>th</sup> September 2025 at 11:00 am at below mailing address.
- t) Note: Original Bid Security instrument MUST BE submitted to the under signed before closing hours of the bid submission time.
- u) Note: Only those bids will be entertained who applied through EPADS <https://eprocure.gov.pk>

v) There is no prescribed bidding document fee.

## 6. MAILING ADDRESS

### Project Director

National Artificial Intelligence (AI) Advancement Initiative (NAAI)  
 Ministry of Information Technology & Telecommunication,  
 7th Floor, Kohsar Block,  
 Pak Secretariat,  
 Islamabad.  
 Ph: 051-9215348

## 7. LIST OF ITEMS (HARDWARE)

### NATIONAL ARTIFICIAL INTELLIGENCE (AI) ADVANCEMENT INITIATIVE (NAAI) (PSDP # IB3860)

| S. No                           | Hardware Items | Description  | Qty | Unit Price without GST | GST | Total Price with GST |
|---------------------------------|----------------|--|-----|------------------------|-----|----------------------|
| <b>Laptop</b>                   |                |  |     |                        |     |                      |
| 1                               | Laptops        | Processor: Intel Core i7,10 <sup>th</sup> or higher, Professional Series<br>RAM: 32 GB ddr4 3200- SDRAM or higher<br>Hard Disk: 1 Tb SSD M2 or higher<br>Screen: 14" or higher<br>Operating System (OS): Licensed 64 bit Windows 11 Pro (Latest Service Pack). The OS specified must be made available with media<br>Ports & Accessories: HDMI 2.0, camera with privacy shutter, Ethernet Port, RJ- 45, WIFI ax. Integrated: Intel UHD graphics and Laptop Bag. Keyboard backlight, Thunderbolt with power and display port (USB Type-C), USB 3.2 Gen 1 or higher<br>Power: AC Power adopter 45W or higher. Battery: Long-life 3 cell, International Brand product<br>Warranty: 1 year standard warranty<br>Laptop Bag: Imported Quality Bag | 19  |                        |     |                      |
| <b>Heavy Duty Color Printer</b> |                |  |     |                        |     |                      |
| 2                               | Printer        | Printer: LaserJet or equivalent<br>Print Technology: Laser<br>Print Speed: 40 ppm or higher<br>Duplex Printing: Auto Duplex Printing<br>Resolution: 1200 x 1200 dpi or higher<br>Media Size Supported: Letter, Letter Rotate, Legal, Executive, Tray 1, Tray 2: A4; A5; A6; B5 (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); postcards (JIS single, JIS double); envelopes (DL, C5,  | 01  |                        |     |                      |

|                           |         |   |    |  |  |  |
|---------------------------|---------|---|----|--|--|--|
|                           |         | <p>B5);Optional Tray 3: A4; A5; A6; BS (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); postcards (JIS single, JIS double); Automatic duplexer: A4; B5; 16K (195 x 270 mm, 184 x 260 mm; 197 x 273 mm); Oficio (216 x 340 mm)</p> <p>Connectivity: Wireless Ethernet, USB, Mobile Printing Capability</p> <p>Compatible Operating System: Windows 11, Windows 10, Windows 7 MAC OS</p> <p>Printer Body Color: White or Black</p> <p>Warranty: 1 year standard warranty</p>   |    |  |  |  |
| <b>Heavy Duty Printer</b> |         |   |    |  |  |  |
| 3                         | Printer | <p>Printer: LaserJet or equivalent</p> <p>Print Technology: Laser</p> <p>Print Speed: 50 ppm or higher</p> <p>Duplex Printing: Auto Duplex Printing</p> <p>Resolution: 1200 x 1200 dpi or higher</p> <p>Media Size Supported: Letter, Letter Rotate, Legal, Executive, Tray 1, Tray 2: A4; A5; A6; B5 (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); postcards (JIS single, JIS double); envelopes (DL, C5, B5);Optional Tray 3: A4; A5; A6; BS (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); postcards (JIS single, JIS double); Automatic duplexer: A4; B5; 16K (195 x 270 mm, 184 x 260 mm; 197 x 273 mm); Oficio (216 x 340 mm)</p> <p>Connectivity: Wireless Ethernet, USB, Mobile Printing Capability</p> <p>Compatible Operating System: Windows 11, Windows 10, Windows 7 MAC OS</p> <p>Printer Body Color: White or Black</p> <p>Warranty: 1 year standard warranty</p> | 05 |  |  |  |
| <b>Heavy Duty Scanner</b> |         |   |    |  |  |  |
| 4                         | Scanner | <p>Document feeding: ADF and Flatbed</p> <p>Scanning Resolution: Optical 1200 Dpi</p> <p>Scanning Speed: (a) Simplex 50ppm or higher (b) duplex 100 ppm or higher Scanning element: CIS</p> <p>Document Size: Letter, Legal, A4</p> <p>Scan Type: Simplex and Duplex</p> <p>Scan Mode: B/W and colour diffusion, advance and text enhancement</p> <p>Interface: USB 3.2 or higher</p> <p>Daily Scan: 6000 pages</p>   | 02 |  |  |  |

|                             |                      |   |    |  |  |  |
|-----------------------------|----------------------|---|----|--|--|--|
|                             |                      | Or Higher   |    |  |  |  |
| <b>Photocopier</b>          |                      |   |    |  |  |  |
| 5                           | Photocopier          | Copy speed 45 CPM Black & White<br>USB Printing<br>Image Server Memory 2 GB<br>Copy Size A5 to A3<br>Zoom Range 25% - 400%<br>Three way paper supply<br>Continuous copying 1- 9999<br>Electronic Sorting Built in<br>Resolution<br>1200 x 1200 dpi (Print)<br>600 x 600 dpi (Copy)<br>600 x 600 dpi (Scan)<br>Paper Capacity 1150 sheets (Standard)<br>Two page separation for books Departmental. IDs 200<br>Users Built-in Duplex for two sided copies<br>Dual Side Document Feeder (DSDF) (Built-in)<br>Network Printer/Color Scanner (A3 Size)<br>Or Higher | 01 |  |  |  |
| <b>Multimedia Projector</b> |                      |   |    |  |  |  |
| 6                           | Multimedia Projector | Resolution: 1080p (supports 4K input)<br>Brightness: 5,000 Lumens<br>Light Source: Laser<br>Projection Size: 80"–150"<br>Throw Ratio: 0.233:1 (Ultra Short Throw)<br>Speakers: Built-in Dolby + DTS<br>Connectivity: HDMI, USB, Audio Out, Bluetooth, Wi-Fi<br>OS: Android TV<br>Lifespan: 25,000+ hours<br>Or Higher   | 01 |  |  |  |